



MEETING MINUTES

Technical Advisory Committee (TAC)
Regular Meeting
Thursday, June 2, 2022
1:00 PM

Hybrid (In-Person and Virtual)
Yavapai County Public Works
Conference Room B
1100 Commerce Drive, Prescott, AZ

This meeting will also be accessible via Zoom Webinar:

Members of the Public may join the Zoom meeting as an “attende” by accessing:
https://us02web.zoom.us/webinar/register/WN_L7ahwjOFSjSJffb0Q_fSwQ.

CYMPO Technical Advisory Committee

Chair	Norm Davis, Town of Prescott Valley
Vice-Chair	Ian Mattingly, City of Prescott
Member	John Hughes, Town of Dewey-Humboldt
Member	Dan Cherry, Yavapai County
Member	Frank Marbury, Town of Chino Valley
Member	Myrna Bondoc, ADOT MPD
Member	Andrew Roth, ADOT Northwest District
Member	Prescott National Forest – U. S. Forest Service - VACANT

1. CALL TO ORDER AND ROLL CALL

Vice-Chair Mattingly and Member Bondoc attended the meeting virtually. Member Hughes was absent. No representation from the Prescott National Forest was present. All other members were present.

A reminder to those attending the meeting, please keep your line on mute until you wish to speak.

2. TITLE VI POLICY AND MEETING PROCEDURES

*Allison McCarthy. CYMPO Administrative Assistant
(Task #100)*

CYMPO complies with Title VI of the Civil Rights Act of 1964 and related Nondiscrimination statutes and regulations in all programs and activities. Members of the public may review the CYMPO Title VI Plan, and submit a Self-Identification survey by accessing the CYMPO website.

3. CALL TO THE PUBLIC: This item is to provide an opportunity for presentation of comments by the public on subjects **not on the agenda**. Individuals wishing to address the Board need not request permission in advance and are limited to three (3) minutes.

Instructions for virtual meeting: Those who wish to participate in the CYMPO TAC meeting can access the meeting by using the Zoom Webinar link:

https://us02web.zoom.us/webinar/register/WN_L7ahwjOFSjSJffb0Q_fSwQ. *Since this is a virtual conference meeting, everyone will be muted when they call into the meeting. Attendees may type comments in the “Q&A” feature or use the “Raise My Hand” feature to request to make a verbal comment.*

4. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE MAY 5, 2022 REGULAR MEETING MINUTES OF THE TECHNICAL ADVISORY COMMITTEE (TAC)

MOTION

Member Roth motioned to approve the May 5, 2022 regular meeting minutes of the Technical Advisory Committee. Member Marbury seconded the motion.

VOTE

The vote on the motion was unanimous.

5. EXECUTIVE DIRECTOR’S UPDATE

Vincent Gallegos, CYMPO Executive Director

Mr. Gallegos announced that the Rural Transportation Summit will be held in September in Maricopa. Explained the focus will be creating another request through RTAC for \$50 million, \$100 million, or \$150,000 million.

Mr. Gallegos explained a new funding source is available to CYMPO entitled “Carbon Reduction Program”, and that CYMPO will be receiving approximately \$200,000 per year. Member Marbury explained that carbon reduction initiatives can include paving technologies.

Chairman Davis inquired about the status of HSIP applications. Mr. Gallegos explained that final applications are due to ADOT on August 1st.

Mr. Gallegos noted the next Sundog Connector Stakeholders meeting is scheduled for Friday, June 3rd.

6. MOBILITY MANAGEMENT/ TRANSIT UPDATE

Lindsay Post, CYMPO Transportation Planner

Ms. Post explained that CYMPO is awaiting award notice for 5310 Mobility Management funds.

Provided update on the Local Coordination Committee, and noted that the next meeting will be held at the New Horizons Disability Empowerment facilities.

Ms. Post announced that Yavapai Apache Transit (YAT) is looking to introduce route connections into Yavapai County. Also announced that People Who Care was recently recognized by the Yavapai County Board of Supervisors and state Governor for providing 30 years of service.

Mr. Gallegos announced that legislation was recently passed which makes Yavapai County eligible to form an Intergovernmental Public Transit Authority (IPTA). Explained that this will allow for multiple organizations to come together as one. Also announced that the Prescott and Prescott Valley Urbanized Area receives 5307 Transit funds each year, and this year the full \$1.6 million will be kept for the region’s use.

7. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND APPROVAL OF REQUEST FOR PROPOSALS FOR THE SR69 URBANIZED CORRIDOR MASTER PLAN

Lindsay Post, CYMPO Transportation Planner

(Task #200)

Ms. Post explained that the CYMPO attorney has suggested increasing the score attached to the “Cost Proposal and Budget Breakdown” review item. Ms. Post noted that this item will be increased from 5 to 15 eligible points.

Chairman Davis inquired if ADOT has reviewed the scope of work. Ms. Post confirmed that Member Bondoc, Member Roth, and Mr. Brozich, with the ADOT Northwest District Office, have each reviewed and offered input. Member Roth noted that the project limit language should reference intersections rather than interchanges.

Vice-Chair Mattingly inquired if the cost portion of the ranking criteria is being removed. Ms. Post clarified that the criteria is not being removed, but that available points assigned to that item are being increased. Vice-Chair Mattingly requested clarification regarding why cost is included in the Request for Proposals. Mr. Gallegos explained that the level of engineering involved in a project determines whether a project will be advertised as a Request for Proposals (RFP) or Request for Qualifications (RFQ). Explained that an RFQ does not request cost information, but is negotiated following consultant selection. Mr. Couch, Public Works Director for the City of Prescott, inquired about the use of engineering and the associated legal requirements for the solicitation. Member Bondoc explained that because this is a planning project, and not an engineering level project, a Request for Proposal is acceptable. Member Bondoc noted she will confirm with the ADOT Contracts department.

MOTION

Member Mattingly motioned to recommend approval of the Request for Proposals for the SR69 Urbanized Corridor Master Plan, with discussed changes. Member Marbury seconded the motion.

VOTE

The vote on the motion was unanimous.

8. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND APPROVAL TO AMEND THE FY22-23 UNIFIED PLANNING WORK PROGRAM (UPWP)

Allison McCarthy, CYMPO Administrative Assistant

Vincent Gallegos, CYMPO Executive Director

(Task #100)

Ms. McCarthy reviewed amendments to the FY22-23 Unified Planning Work Program. Noted that the FY21 carry-forward STBG funds are being programmed to fund two (2) project assessments to identify grant opportunities, a Social Equity Analysis, and additional funds contributed to the Active Transportation Plan programmed in FY23. Also noted the addition of Carbon Reduction Funds available in FY23.

Mr. Gallegos explained that the Social Equity Analysis is a requirement in order to become eligible to receive Safe Streets for All funds. Member Bondoc announced that NACOG has been awarded HSIP funds to conduct an updated regional safety plan. Member Marbury inquired about what is included in a Social Equity Analysis. Mr. Gallegos explained the analysis will evaluate the impacts of transportation on the various demographics or the region.

MOTION

Member Marbury motioned to recommend approval to amend the FY22-23 Unified Planning Work Program, as presented. Member Roth seconded the motion.

VOTE

The vote on the motion was unanimous.

9. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND APPROVAL TO AMEND THE FY22-26 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP)

Allison McCarthy, CYMPO Administrative Assistant

Vincent Gallegos, CYMPO Executive Director

(Task #100)

Ms. McCarthy reviewed the amendments proposed for the FY22-26 Metropolitan Transportation Improvement Program.

MOTION

Member Marbury motioned to recommend approval to amend the FY22-26 Metropolitan Transportation Improvement Program, as presented. Member Roth seconded the motion.

VOTE

The vote on the motion was unanimous.

10. RURAL TRANSPORTATION ADVOCACY COUNCIL (RTAC) UPDATE

Kevin Adam, RTAC

This item was taken as item #6. Explained that after the first year, instructions on how to use new federal funds should improve. Explained that April revenue numbers have been published and set state record of over \$2 billion, which was \$500 million above what was forecasted. The state has a \$6 billion balance to work with, half being one-time in nature. Mr. Adam explained there is a good possibility for funding to be directed to state highway projects, and noted that \$400 million has been budgeted to serve as match for the state’s MEGA grant application for Interstate 10. Mr. Adam also noted that constructions projects are experiencing, inflation as high as 40%.

11. FEDERAL AND STATE UPDATES

A) ADOT Local Public Agency (LPA) Update - *Mark Henige, ADOT LPA*

Mr. Henige noted upcoming LPA “Project Lifecycle Training” Module 2 is scheduled for June 8th at 8:00am.

B) ADOT Northwest District Office Report – *Andrew Roth, ADOT Northwest District*

Member Roth provided the following updates:

- 1) The FY23-27 tentative 5-year construction program is currently out for review through June 2nd, and is scheduled to be considered for approval at the June State Transportation Board meeting.
- 2) State routes within CYMPO boundary will be undergoing a weed-treatment program from May 23rd through June 13th,
- 3) Construction is in progress for the I-17 Anthem Way to McGuireville Rest Area broadband project,
- 4) Pavement Preservation project on SR69 Big Bug to Poland Junction is anticipated to begin in June or July,
- 5) Pavement Preservation project on SR89A from Glassford Hill Road to Coyote Springs Road anticipated to begin in June or July,
- 6) Pavement Preservation project on SR89A from SR89 to Glassford Hill Road anticipated to begin in June or July,
- 7) I-17 Sunset Point Rest Area Rehab Project was awarded on May 20th,

C) ADOT Multimodal Planning Division (MPD) Update - *Myrna Bondoc, ADOT MPD*

Ms. Bondoc explained that the ADOT Long Range Transportation Plan was awarded to WSP, and currently working on a project management plan. Noted that the ADOT Planning to Programming (P2P) process is currently evaluating projects for the FY24-28 program. Noted that the Statewide Overhead Study and Statewide Rest Area project are in progress. Explained that ADOT is working on the Electric Vehicle Infrastructure Plan needs to be submitted to federal government by August.

12. ADJOURNMENT 2:16PM

MOTION

Member Marbury motioned to adjourn the meeting. Member Roth seconded the motion.

VOTE

The vote on the motion was unanimous.

Upcoming Meetings:

June 15, 2022 – Executive Board Meeting 3:00pm (Dewey-Humboldt)

June 17, 2022 – State Transportation Board Meeting (San Carlos)

*CYMPO endeavors to make all public meetings accessible to persons in need of foreign language assistance or with disabilities. However, during these trying times, the accommodations we can provide are limited. Please e-mail Allison.McCarthy@yavapaiaz.gov, **72 hours** prior to the meeting to request a reasonable accommodation to participate in this meeting.*

*El CYMPO se esfuerza por hacer que todas las reuniones públicas sean accesibles a las personas que necesitan asistencia en un idioma extranjero o con discapacidades. Por favor, envíe un correo electrónico a Allison.McCarthy@yavapaiaz.gov, por lo menos **72 horas** antes de la reunión para solicitar un acomodo razonable para participar en esta reunión.*